

**CITY OF LOWELL**  
**PARKS AND RECREATION DEPARTMENT**  
**APPLICATION FOR EMPLOYMENT**

**FILL OUT BOTH SIDES**

**USE PEN ONLY**

**Positions Applied For:**

(Number 1, 2, 3 in order of preference. This will help determine what you are most interested in doing for us.)

**General Program Staff**  
**SUMMER or WINTER SEASON**

Coordinator \_\_\_\_\_  
Supervisor \_\_\_\_\_  
Staff \_\_\_\_\_

**Aquatics Program Staff**  
**SUMMER SEASON ONLY**

Water Coordinator or Asst. \_\_\_\_\_  
WF Lifeguard Manager \_\_\_\_\_  
Waterfront Lifeguard \_\_\_\_\_  
Splash Pad Attendant \_\_\_\_\_

**Aquatics Program Staff**  
**SUMMER or WINTER SEASON**

Pool Lifeguard \_\_\_\_\_  
Swim Lesson Instructor \_\_\_\_\_  
Swim Lesson WSI Aid \_\_\_\_\_  
Pool LG Manager \_\_\_\_\_  
WSI Pool LG Manager \_\_\_\_\_

What are your special skills? (i.e. music, arts and crafts, sports, etc) \_\_\_\_\_

Are you First Aid, CPR/AED or Aquatics Certified? If so, please list the valid certifications you have.

When do your certifications expire? Please note we need copies of all certifications at the interview.

**PLEASE PRINT THE BELOW INFORMATION NEATLY AND CLEARLY IN PEN**

NAME: \_\_\_\_\_  
(First) (Middle) (Last) (LEGAL NAME ONLY)

ADDRESS: \_\_\_\_\_ CITY/TOWN: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ SOC. SEC. #: \_\_\_\_\_ RACE: \_\_\_\_\_  
(WRITE CLEARLY) (REQUIRED FOR AN INTERVIEW) (OPTIONAL)

BIRTH DATE: \_\_\_\_\_ M \_\_\_\_\_ F \_\_\_\_\_  
(CIRCLE ONE)

EARLIEST START DATE: \_\_\_\_\_ LAST DAY OF WORK: \_\_\_\_\_

WILL YOU HAVE A VEHICLE WITH YOU AT WORK, OR WILL YOU BE DROPPED OFF? \_\_\_\_\_

SCHOOL: \_\_\_\_\_ GRADE: 9TH 10TH 11TH 12TH COLLEGE: Fresh. Soph. Jr. Sr.

LIST ANY SPORTS, CLUBS OR ORGANIZATIONS YOU HAVE EVER BELONGED TO: \_\_\_\_\_

HAVE YOU EVER WORKED FOR THE PARKS AND RECREATION DEPARTMENT BEFORE? YES NO  
(CIRCLE ONE)

IF SO, WHEN AND WHERE? \_\_\_\_\_

WHY SHOULD I HIRE YOU? WHAT DO YOU FEEL YOU HAVE TO OFFER THE PARKS & RECREATION DEPARTMENT?

**Emergency Contact Info**

Name Relationship Phone Address

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1.) Is your contact information the same from previous years of employment, i.e. Phone and address?

YES

NO

2.) Do you have any upcoming conflicts that will keep you from working scheduled hours, for instance sports, vacation, second jobs, or other commitments? \_\_\_\_\_

**IF YOU ARE HIRED FOR A POSITION THAT REQUIRES A VEHICLE, THEN YOU MAY BE TERMINATED IF YOU CANNOT PROVIDE ONE FOR EACH DAY YOU ARE WORKING.**

3.) What is an acceptable reason to miss work? \_\_\_\_\_

4.) What size work shirt would you prefer? \_\_\_\_\_

5.) Do you understand the need for rules, and will you follow the rules that are set up for employees? \_\_\_\_\_

**Recreation Position Information**

Supervisor and Coordinator positions require CPR/AED for Professional Rescuer or equivalent and a first aid certification. Failure to obtain one prior to work will result in termination or demotion. A valid American Red Cross card, or proof of enrollment in a class must be provided by the applicant at the time or interview in order to be hired.

**Aquatics Position Information**

All Aquatics positions require certification. Failure to obtain certification prior to work will result in termination or demotion. A valid American Red Cross card, or proof of enrollment in a class must be provided by the applicant at the time or interview in order to be hired.

<b>Position</b>	<b>Required Certification</b>
Splash Pad Staff and Supervisors	CPR/AED for the professional Rescuer and First Aid
Lifeguards	American Red Cross Lifeguard class or equivalent
Waterfront Lifeguards	American Red Cross Lifeguard class or equivalent, plus Waterfront Certification
Pool Lifeguard Manager	All Lifeguard Certifications plus a Lifeguard Manager Class
Waterfront Lifeguard Manager	All Waterfront Lifeguard Certifications, plus a Lifeguard Manager Certification
WSI Aids	All Lifeguard or Waterfront Certifications and a WSI Aid Certification
Water Safety Instructors	All Lifeguard or Waterfront Certifications and a WSI Certification
Coordinators	All of the above certifications

**FAILURE TO FOLLOW ANY OF THE ABOVE MAY RESULT IN DISCIPLINARY ACTION OR TERMINATION. DIRECT DEPOSIT IS REQUIRED. FAILURE TO HAVE DIRECT DEPOSIT MAY RESULT IN TERMINATION OR NOT BEING REHIRED FOR FUTURE WORK.**

QUESTIONS FOR US \_\_\_\_\_

PRINT YOUR NAME \_\_\_\_\_

SIGNATURE \_\_\_\_\_